

MINUTES
MANSFIELD ECONOMIC DEVELOPMENT COMMISSION
Regular Meeting
Thursday, November 21, 2013
Council Chamber, Audrey P. Beck Municipal Building

Members present: Dorgan, McGuire, Ferrigno, Bresnahan, Kazerounian, Hirschorn, Fecho (5:37 pm)
Staff Present: Matt Hart, Town Manager
Linda Painter, Director of Planning and Development

The meeting was called to order at 5:35 p.m. by Ferrigno.

Public Comment

- No public comment was received. Painter introduced Thomas Gerson from UCONN, who will be working on the Technology Park.

Approval of Minutes

- October 24, 2013 – McGuire MOVED, Hirschorn SECONDED approval of the minutes as written. The motion was approved unanimously.

Reports

- **Business Activity.** Painter and Hart updated the Commission on recent business activity including the opening of the UCONN Coop Bookstore at Stores Center the week of November 25th and the pending expansion of the Public America Gas Station and Convenience Store.
- **Chamber of Commerce/MBPA.** Hart suggested that the new Director of the Windham Chamber and Director of the Tolland Chamber be invited to attend a future meeting; members concurred.
- **SBDC.** Painter noted that she met with Greg Lewis, the northeastern Connecticut liaison for the newly reestablished Small Business Development Center (SBDC) at UCONN. Lewis will be invited to make a presentation at a future meeting.

Old Business

1. **Water Supply EIE.** Hart updated the Commission on the approval of a Letter of Intent with Connecticut Water Company. The draft agreement with CWC will be forwarded to the Commission for review after the December 9th Town Council meeting.
2. **Mansfield Tomorrow.** Painter noted that staff and the consultants are continuing to work on the plan. A link to the Economic Development Strategy Report was sent to members for review and discussion; this will be a focus at either the December or January meeting.
3. **Developing an EDC Work Plan.** The Commission discussed potential performance metrics provided by McGuire and Dorgan as well as the initial list of projects developed through the past two meetings. Hirschorn and McGuire volunteered to work on development of a business ambassador program, including a visitation survey. Hart and Bresnahan volunteered to work on regional initiatives and coordination. Dorgan volunteered to work on metrics. Members agreed to identify projects/tasks that they would like to work on at the December meeting.

Kazerounian departed the meeting at approximately 6:35 pm.

New Business

4. **Adoption of 2014 Meeting Calendar.** McGuire MOVED, Fecho seconded approval of the 2014 meeting calendar as presented. The motion was approved unanimously.
5. **2013 Regional Performance Incentive Program Application.** Painter presented an overview of the proposed joint application between Mansfield, Tolland, Coventry and Bolton for regional economic development assistance. Dorgan MOVED, McGuire seconded a motion to authorize the Chair to submit a letter of support for the application to the Town Council.
6. **Next Meeting/Agenda Items.** The next meeting is scheduled for Thursday, December 19th. Agenda items include discussion of a budget for economic development activities and volunteers for specific projects.

Hirschorn departed the meeting at approximately 7:00 pm.

Fecho MOVED, Bresnahan seconded to adjourn the meeting at approximately 7:02 p.m. The motion was approved unanimously.

Respectfully submitted,
Linda M. Painter, AICP
Director of Planning and Development